

# Division of Social Services

## Social Services Block Grant

### *Intended Use Plan*

The Paperwork Reduction Act of 1995 (Pub. L. 104-13). STATEMENT OF PUBLIC BURDEN: Through this information collection, ACF is identifying plans for State use of Social Services Block Grant (SSBG) Funding. The purpose of this information is to identify estimated SSBG expenditures and recipients, as well as the intended geographic location and eligibility considerations for planned services. Information will be used to gain insight on the administration of the SSBG program and to provide support to grantees related to the administration of their SSBG program. Public reporting burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This is a mandatory collection of information and is required to retain a benefit [45 C.F.R. §96.74.]. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0234 and the expiration date is 05/31/2024. If you have any comments on this collection of information, please contact the Office of Community Services, Social Services Block Grant Program via email: [SSBG@acf.hhs.gov](mailto:SSBG@acf.hhs.gov).

## I. General Information

1. **State** Northern Mariana Island  2. **Fiscal Year** FY2024

### 3. State Official Contact Information

Mary M.S. Sablan  
Secretary  
Department of Community & Cultural Affairs  
P.O. Box 501000  
Saipan, MP 96950

#### 4. SSBG Contact Information

Vivian T. Sablan  
Administrator  
Division of Youth Services  
Department of Community & Cultural Affairs  
P.O. Box 501000

5. SSBG Award from Previous Year \_\_\_\_\_ \$ 1,503,040.00
6. SSBG Expenditures Planned for Current Year \_\_\_\_\_ \$ 1,625,505.00
7. TANF Funds Transferred into SSBG \_\_\_\_\_ \$ 0.00
8. Consolidate Block Grant Funds Included in SSBG Budget: YES ☒ NO ☐

*Provide the amount of funding for each applicable funding source for the consolidated block grant.*

[illegible]

9. SSBG Carryover Funding from the Previous Year: YES ☒ NO ☐

[illegible]

## **II. Administrative Operations**

**1. Administering Agency** DCCA Division of Youth Services (DCCA-DYS)

**2. Location** 12860 Atchu St. (House #1352), Capitol Hill, Saipan

### **3. Mission/Goals of Agency**

Vision: All families in the CNMI will be self-sufficient, self-reliant and economically, socially and culturally independent.

Mission: Strengthening families to promote the well-being of youth, families and communities as a whole.

Agency Goals:

1. To increase Organizational Capacity.
2. To increase the number of direct and supportive services for victims of Child Abuse and Neglect.
3. To increase access to youth and family support programs and services to prevent Child Abuse and Neglect and Juvenile Delinquency.
4. To increase prevention programs/services to address at-risk behaviors.
5. To increase public awareness through various media outlets and community outreach opportunities.

### **4. Description of Financial Operations Systems**

The CNMI DYS utilizes the method of Random Moment in Time (RMT) to calculate costs.

DCCA-DYS will be assessed an indirect cost of 4.37% (with utilities) or 10.54% (without utilities) for its federal grants (percentage may vary depending on negotiated IDC rate).

1. DYS Admin includes Administrator, Grant Writer, Accountant II, (2) Administrative Specialists, (1) Administrative Officer and (1) Support Staff
2. DYS Admin prepares all allotments, purchase requisitions, travel doc., etc. and maintains book keeping of all its accounts. All accounts are now entered into the new Financial Management System (MUNIS).
3. Allotments or purchase requisitions are then submitted to the department level for review before signature of expenditure authority (DCCA Secretary).
4. Allotments are then routed to CNMI Office of Grants Management and Office of Management, Department of Finance and the Office of Management & Budget. Purchase Requisitions and travel documents are forwarded to the Administrator, DCCA Secretary (expenditure authority), Procurement Office and Finance for approval to become a purchase order or approved travel.
5. Payments are processed by DYS and submitted to the CNMI Department of Finance through MUNIS.
6. DYS coordinates all liquidations with the CNMI Department of Finance.
7. Funds Status and Encumbrance reports can be produced by the Department of Finance, however, the

### **III. Program Planning**

#### **1. Planning for Distribution and Use of Funds**

*Describe the planning process for determining the State's use and distribution of SSBG funds.*

The U.S. Department of Health and Human Services (HHS) grant awards identified on Section I is being submitted for consolidation.

DCCA-DYS allocates to each program and/or activities as the unit/program justifies the need through program planning and implementation. The Administrator and the Supervisors will review and address critical program areas using the approved FY 2024 Intended Use Plan as per the SSBG 29 Uniformed Definition of Services.

The distribution will include, but not limited to, the Office of the Administrator, Child Protective Services (CPS), DYS Emergency Shelter Program, Foster Care Program, Juvenile Probation Unit (JPU), Family & Youth Enhancement Program (F&YEP), Rota DYS Office, Tinian DYS Office, DYS Youth Center Outlets, Community Organizations/Partnerships and the Department of Community & Cultural Affairs.

#### **2. Describe the Characteristics of Individuals to be Served**

*Include definitions for child, adult, and family; eligibility criteria; and income guidelines.*

Child: Newborn to 17 years of age

Adult: 18 years of age or older

Family: One or more adults and children related by blood, marriage or adoption, and residing in same household; or a parent substitute such as a related caregiver or legal guardian, who has responsibility for the 24-hour care/supervision of the child.

Eligibility Criteria: Victims of child abuse and/or neglect and their families; Juvenile Offenders and their families; At-risk Youths; At-risk Parents; Low Income Households; Literally Homeless Individuals and Families or At-risk of being homeless; Unaccompanied Youth; Displaced Youth; Children and Families affected by Disasters; Families with children or adult with disabilities; Community in general (prevention)

Income Guideline: The 2022 Poverty Guideline for Hawaii will be used as the primary criterion in determining income eligibility. An applicant's total household income must not exceed 125% of the 2022 Hawaii poverty level.

#### **3. Public Inspection of Pre-Expenditure Report**

*Describe how the State made available for public inspection and comment the current Pre-Expenditure Report or revision to the report. Supporting documentation for public inspection is also required. (See V. Appendices, Appendix A: Documentation of public Hearing).*

Public Hearing Notices:

Saipan Tribune (Newspaper) on 7/16/2023 and 7/25/2023

FB Page: July 12, 14, 18, 21, and 25, 2023

August 1-2, 2023

DYS Website: [www.dys.gov.mp](http://www.dys.gov.mp) beginning July 11, 2023

Mass Email: DCCA Divisions

DYS Partners, Program Participants and DYS Staff

Posting of IUP draft: DYS Website: [www.dys.gov.mp](http://www.dys.gov.mp) beginning July 11, 2023

Governor's Website: [www.governor.gov.mp](http://www.governor.gov.mp) beginning July 12, 2023

Public Hearings and Presentations :

Tinian: July 20, 2023, 5:00 p.m., Tinian Youth Center

Rota: July 26, 2023, 5:00 p.m. Rota Mayor's Office Conference Hall

Saipan: August 03, 2023, 5:00 p.m., Tanapag Youth Center

#### IV. Program Operations

*Complete one table for each service category provided by the state during the reporting period.*

##### 1. Program Operations – Adoption Services

<b>a. Service Category (use uniform definition) – Adoption Services</b>
<b>b. SSBG Goal</b>  1. Protective Services
<b>c. Description of Services</b> 1. Assessments 2. Home Study Report 3. Court Hearings (Wardship) 4. Guardianship
<b>d. Description of Recipients (eligibility considerations)</b>  1. Victims of Child Abuse and Neglect through Child Protective Services intake (including foster/kinship and emergency shelter clients)
<b>e. Method of Delivery and Geographic Area</b>  Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b>  1. Family Court
<b>g. Subgrantee / Service Providers</b>  1. Newspaper Publications

## 2. Program Operations – Case Management Services

<b>a. Service Category (use uniform definition) – Case Management Services</b>
<b>b. SSBG Goal</b> * Economic Self-Support * Self Sufficiency * Protective Services * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Services include, but not limited to: Intake; Preliminary Assessments; Safety Assessments and Investigations; Development of Service Plans; Court Process; Continuum of Care/Wrap Around Services; Linkages and Referrals; Monitoring; Advocacy
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including foster/kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> Community Guidance Center, West Care, CNMI Public School, Attorney General's Office, Department of Public Safety, Karidat, Center for Independent Living, Office of Vocational Rehabilitation, Family Court, NMI Coalition Against Domestic and Sexual Violence, Commonwealth Health Care Corporation, Northern Marianas Protection & Advocacy Systems, Inc., Northern Marianas College, Northern Marianas Trades Technical Institute, Northern Marianas Housing Corporation, Developmental Disability Council, Medicaid,
<b>g. Subgrantee / Service Providers</b> 1. Youth Empowerment Solutions (YES Program) (Saipan, Tinian and Rota) 2. Commonwealth Office of Transit Authority

### 3. Program Operations – Congregate Meals

<b>a. Service Category (use uniform definition) – Congregate Meals</b>
<b>b. SSBG Goal</b> * Protective Services * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> 1. Meals prepared and served at the DYS Emergency Shelter 2. Food provided for Youth Mentorship Sessions, trainings and activities 3. Food provided for Parent Support Sessions, trainings and activities 4. Food provided for Parenting Classes and Children's Program 5. Cost of personnel to procure grocery and prepare meals 6. Food served during DYS sponsored trainings and community events
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including foster/kinship and emergency shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. Northern Marianas College 2. Karidat 3. Salvation Army 4. Food & Nutrition Services 5. Red Cross
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota) 2. Private Providers



#### 4. Program Operations – Counseling Services

<b>a. Service Category (use uniform definition) – Counseling Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Protective Services * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Psychological Assessments/Evaluation; Individual Behavioral Health Counseling Therapy; Individual Matrix Session; Psychiatric Counseling Session; Group Counseling; Family Psychotherapy; Substance Abuse Therapy; Case Staffing; Youth mentorship sessions/Youth Peer Support; Parent support group sessions; Parent Helpline; Suicide Prevention Counseling;
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> Community Guidance Center (Wellness Clinic, System of Care, Healthy Transitions), Karidat, Department of Corrections, CNMI Public School System Early Intervention Program & Mental Health Program (Haligi Aware), CHCC Home Visiting Program, Suicide Prevention Program
<b>g. Subgrantee / Service Providers</b> 1. Youth Empowerment Solutions (YES Program) Saipan, MP 96950 2. Second Wind Saipan, MP 96950 3. DYS Parent Peer Support Advocates 4. DYS Personnel (Saipan, Tinian and Rota) 5. Private Providers

**5. Program Operations – Day Care Services – Adults**

<b>a. Service Category (use uniform definition) – Day Care Services – Adults</b>
<b>b. SSBG Goal</b> None
<b>c. Description of Services</b> None
<b>d. Description of Recipients (eligibility considerations)</b> None
<b>e. Method of Delivery and Geographic Area</b> None
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> None

## 6. Program Operations – Day Care Services – Children

<b>a. Service Category (use uniform definition) – Day Care Services – Children</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Protective Services
<b>c. Description of Services</b> Placement at the DYS Emergency Shelter; Children's Program participants; After School Program participants at the Kagman Community Center, Tanapag Youth Center, San Vicente Youth Center, Gualo Rai Youth Center, Koblerville Youth Center, Summer Empowerment Programs
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> CNMI Office of Youth Affairs (San Vicente Youth Center, Gualo Rai Youth Center, Koblerville Youth Center, Chalan Kanoa Youth Center), CNMI Public School System, DCCA Child Care and Development Fund, DCCA Child Care Licensing Program, Evergreen Learning Center, Disability Network Partners, Green Meadow School, Pentecostal Church
<b>g. Subgrantee / Service Providers</b> 1. Children's Program Workers (Saipan, Tinian and Rota) 2. DYS Parent Peer Advocates 3. DYS Personnel (Saipan, Tinian and Rota)

## 7. Program Operations – Education and Training Services

<b>a. Service Category (use uniform definition) – Education and Training Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Botvin Life Skills, Anger Replacement Training, Substance Abuse Prevention Training; ; Commonsense Parenting classes; Active Parenting Now classes; Early Childhood STEP classes; Job Readiness Skills Training; Nutrition Education; Health Education; Safety Education; Budgeting; Child Abuse and Neglect Presentations; Juvenile Probation Presentations; Parent Development Workshops; Motherread/Fatheread; Referrals for Adult Basic Education (ABE); Referrals to Northern Marianas Trades Institute; Summer Camps; Volunteer Program; Student Internships; DYS Stipend for Training/Advocacy Program; Juvenile Detention Sessions,
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> Northern Marianas College, Office of Vocational Rehabilitation, Health Clinics and Bureau of Environmental Health, Commonwealth Health Care Corporation, CNMI Public School System, Joeten Kiyu Public Library, Department of Labor (Workforce Innovative Opportunity Act), Northern Marianas Trades Institute, Child Care and Development Fund, Northern Marianas Protection & Advocacy System, Inc., Northern Marianas Humanities Council, CNMI Developmental Disabilities Council
<b>g. Subgrantee / Service Providers</b> 1. Parent Peer Support Advocates 2. Children's Program Workers 3. Private Providers 4. DYS Personnel (Saipan, Tinian and Rota)

## 8. Program Operations – Employment Services

<b>a. Service Category (use uniform definition) – Employment Services</b>
<b>b. SSBG Goal</b> * Economic Self-Support * Self Sufficiency
<b>c. Description of Services</b> Linkages with the CNMI Dept. of Labor on referrals for the WIOA program, CNMI Women's Association, Northern Marianas Trades Institute; Public School System Cooperative Education Program; DYS Stipend and Training Program; DYS Facilitators, Program Instructors and Children's Program Workers; DYS Personnel; Linkages to Other Employment Services
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. DYS Personnel 5. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. CNMI Public School System Co-op 2. CNMI Department of Labor-Workforce Investment Agency 3. CNMI Government Agencies (partnership with DYS Stipend and Training Program) 4. Office of Vocational Rehabilitation
<b>g. Subgrantee / Service Providers</b> 1. Youth and Adult Program Advocates/Mentors 2. Program Facilitators and Instructors 3. DYS Personnel (Saipan, Tinian and Rota)

## 9. Program Operations – Family Planning Services

<b>a. Service Category (use uniform definition) – Family Planning Services</b>
<b>b. SSBG Goal</b> * Economic Self-Support * Self Sufficiency
<b>c. Description of Services</b> Family planning initiated in the discussion of service plans. When participants are willing to proceed, linkages are made to the Commonwealth Healthcare Corporation Division of Population Health Programs.  This is also offered to pregnant teens that come in for supportive services.
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. Commonwealth Health Care Corporation
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota) 2. Youth Empowerment Solutions (YES CNMI) 3. Private Providers

**10. Program Operations – Foster Care Services for Adults**

<b>a. Service Category (use uniform definition) – Foster Care Services for Adults</b>
<b>b. SSBG Goal</b> None
<b>c. Description of Services</b> None
<b>d. Description of Recipients (eligibility considerations)</b> None
<b>e. Method of Delivery and Geographic Area</b> None
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> None

## 11. Program Operations – Foster Care Services for Children

<b>a. Service Category (use uniform definition) – Prevention and Intervention Services</b>
<b>b. SSBG Goal</b> * Protective Services * Preventing or reducing inappropriate institutional care
<b>c. Description of Services</b> 1. Recruitment and Retention of Foster Parents 2. Referral for Foster Care; Home Assessments 3. Foster/Kinship Placements and Monitoring 4. Foster/Kinship Stipends 5. Support for Foster/Kinship clients 6. Training for Foster/Kinship parents
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (Including Emergency Shelter clients) 2. Unaccompanied Youth 3. Displaced Youth
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> 1. Foster/Kinship Parents (Saipan, Tinian and Rota) 2. DYS Personnel (Saipan, Tinian and Rota)



## 12. Program Operations – Health Related and Home Health Services

<b>a. Service Category (use uniform definition) – Health Related and Home Health Services</b>
<b>b. SSBG Goal</b>  * Protective Services * Preventing or reducing inappropriate institutional care
<b>c. Description of Services</b>  Covers some in-house health services, but mostly out of home health services to include, but not limited to blood pressure and blood sugar screenings, updating vaccination shots, flu shots, etc. These are conducted as part of DYS' outreach activities.
<b>d. Description of Recipients (eligibility considerations)</b>  1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b>  Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b>  1. Commonwealth HealthCare Corporation 2. Private Health Clinics, including Kagman Health Clinic
<b>g. Subgrantee / Service Providers</b>  DYS Personnel (Saipan, Tinian and Rota)

### 13. Program Operations – Home Based Services

<b>a. Service Category (use uniform definition) – Home Based Services</b>
<b>b. SSBG Goal</b> * Protective Services
<b>c. Description of Services</b> General home management: 1. DYS Home Assessment (assessments and monitoring) 2. Partnership with Home Visiting Program 3. Linkages and referrals
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Families with Children with Disabilities 3. Clients of Juvenile Probation
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. Commonwealth Health Care Corporation Healthy Outcomes for Maternal and Early Childhood (HOME) Visiting Program 2. CNMI Public School System
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota)

#### 14. Program Operations – Home Delivered Meals

<b>a. Service Category (use uniform definition) – Home Delivered Meals</b>
<b>b. SSBG Goal</b> None
<b>c. Description of Services</b> None
<b>d. Description of Recipients (eligibility considerations)</b> None
<b>e. Method of Delivery and Geographic Area</b> None
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> None

## 15. Program Operations – Housing Services

<b>a. Service Category (use uniform definition) – Housing Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Protective Services * Preventing or reducing inappropriate institutional care
<b>c. Description of Services</b> 1. Home Assessments 2. Housing Rental Assistance 3. Housing Counseling and Case management 4. Referrals to Northern Marianas Housing Corporation
<b>d. Description of Recipients (eligibility considerations)</b> 1. Literally homeless families or families at-risk of being homeless. 2. CNMI families directly affected by Typhoons 3. Individuals fleeing domestic violence 4. Multi- family dwelling/overcrowding
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. CNMI Homeless Prevention Coalition 2. CNMI Northern Marianas Housing Corporation 3. Commonwealth Covid Emergency Rental Assistance (CCERA)
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota)

## 16. Program Operations – Independent and Transitional Living Services

<b>a. Service Category (use uniform definition) – Independent and Transitional Living Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Youth and adults in general are provided opportunities to acquire life skills, build on communication skills, team building skills, values and attitudes, goal setting that will help promote independent living. This includes substance abuse, tobacco and drug abuse prevention. The above DYS Programs also work collaboratively with the CNMI Center for Independent Living for additional independent living skills training and services. This includes services provided to youth and parents who are preparing for transition back into the community.
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. Center for Living Independently 2. CHCC Healthy Transitions Program 3. Substance Abuse Addiction & Rehabilitation (SAAR) Program
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota)

## 17. Program Operations – Information and Referral

<b>a. Service Category (use uniform definition) – Information and Referral</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Protective Services * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Referrals are made based on client needs to appropriate service providers.  The programs continue to ensure the public are provided with adequate information on available resources. Informational materials are disseminated through classes, workshops, trainings, community partnerships, service provider directories, media (radio, newspapers, tv, social media and websites), including DCCA and DYS websites and 24-hour helplines for Parents.
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> Department of Community & Cultural Affairs Divisions, Community Guidance Center, CNMI Public School, Attorney General's Office, Department of Public Safety, Karidat, Center for Independent Living, Office of Vocational Rehabilitation, Family Court, NMI Coalition Against Domestic and Sexual Violence, Commonwealth Health Care Corporation, Northern Marianas Protection & Advocacy Systems, Inc., Northern Marianas College, Northern Marianas Trades Technical Institute, Northern Marianas Housing Corporation,
<b>g. Subgrantee / Service Providers</b> 1. Private Providers 2. DYS Personnel (Saipan, Tinian and Rota)

## 18. Program Operations – Legal Services

<b>a. Service Category (use uniform definition) – Legal Services</b>
<b>b. SSBG Goal</b> * Protective Services * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> 1. Preparation for Court Hearings
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. US Attorney General's Office 2. Public Defender's Office 3. Micronesian Legal Service 4. Attorney General's Office
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota) through assigned Legal Counsel

## 19. Program Operations – Pregnancy and Parenting Services for Young Parents

<b>a. Service Category (use uniform definition) –</b> Pregnancy and Parenting Services for Young Parents
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency
<b>c. Description of Services</b> Trainings are provided to develop and increase skills in parenting to become more effective in their roles. 1. Coordinate program sessions for young parents. 2. Recruit program participants for outreach advocacy.
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. Commonwealth HealthCare Corporation (CHCC)
<b>g. Subgrantee / Service Providers</b> 1. Parenting Class Instructors (Saipan, Tinian and Rota) 2. DYS Personnel (Saipan, Tinian and Rota)



## 20. Program Operations – Prevention and Intervention Services

<b>a. Service Category (use uniform definition) – Prevention and Intervention Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Protective Services * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Youth and parent peer support groups, crisis counseling, parent education classes, mentorship programs, substance abuse counseling, temporary living arrangements/foster and kinship placements, assessments, monitoring, Juvenile Diversion Program, Probation Supervision, Community Outreach, Parent Leadership month activities, Child Abuse and Neglect Prevention and Awareness month activities, Outreach for Domestic Violence Awareness Month, Sexual Assault Awareness Month, Teen Dating Violence Awareness Month, Probation and Parole Supervision week, Disability Awareness Month, Pride Month,
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> Non-Communicable Disease Task Force, Family Violence Task Force, Disability Network Partners, Student Attendance Review Committee, Juvenile Justice Task Force, Sexual Assault Response Team, Disaster Response Team, Pacific Islands Partners, Public School System Coordinating Council, Behavioral Mental Health Council, Youth Advisory Council, Pediatrics Mental Health Council
<b>g. Subgrantee / Service Providers</b> 1. Children's Program Workers (Saipan, Tinian and Rota) 2. Parenting Classes Instructors (Saipan, Tinian and Rota) 3. Youth Empowerment Solutions (Saipan, Tinian and Rota) 4. Peer Parent Support Advocates 5. DYS Personnel

## 21. Program Operations – Protective Services for Adults

<b>a. Service Category (use uniform definition) – Protective Services for Adults</b>
<b>b. SSBG Goal</b> None
<b>c. Description of Services</b> None
<b>d. Description of Recipients (eligibility considerations)</b> None
<b>e. Method of Delivery and Geographic Area</b> None
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> None

## 22. Program Operations – Protective Services for Children

<b>a. Service Category (use uniform definition) – Protective Services for Children</b>
<b>b. SSBG Goal</b> * Protective Services
<b>c. Description of Services</b> Removal from home; Placement at DYS Emergency Shelter/Family Members; Forensic Interview; For longer term, coordination is made for Foster/Kinship placement; Service Plans; Court Hearings; Assessments and Monitoring; Case Management
<b>d. Description of Recipients (eligibility considerations)</b> 1. Victims of Child Abuse and Neglect through CPS intake 2. Unaccompanied Youth 3. Displaced Youth
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. US Attorney General's Office 2. Family Court 3. Department of Public Safety 4. Attorney General's Office
<b>g. Subgrantee / Service Providers</b> 1. DYS Personnel (Saipan, Tinian and Rota) 2. Foster/Kinship Parents

### 23. Program Operations – Recreational Services

<b>a. Service Category (use uniform definition) – Recreational Services</b>
<b>b. SSBG Goal</b>  * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> After School Program, Children's Program, Summer Youth Empowerment Camp; Youth Sessions, Parent Sessions, Family Engagement Activities, Engaging interactions amongst peers, team building activities, physical and healthy lifestyle activities, mentorship, life skills, arts and crafts, survival techniques, social skills development and sports DYS collaborates with multiple public and private partners to support recreational services in various areas including healthy living, cultural preservation and youth development opportunities.
<b>d. Description of Recipients (eligibility considerations)</b>  1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b>  Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> Community partners (public & private), Department of Community & Cultural Affairs Divisions, Community Guidance Center, CNMI Public School System, NMI Coalition Against Domestic and Sexual Violence, Commonwealth Health Care Corporation, Northern Marianas Protection & Advocacy Systems, Inc., Northern Marianas College, Northern Marianas Trades Technical Institute, Developmental Disability Council, Joeten Kiyu Public Library, Carolinian Affairs, Indiginous Affairs, Youth Affairs, Women's Affairs, Dee Clayton Zumba,
<b>g. Subgrantee / Service Providers</b>  1. Children's Program Workers (Saipan, Tinian and Rota) 2. DYS Parent Peer Support Advocates 3. Mentorship Participants 4. DYS Personnel (Saipan, Tinian and Rota) 5. Cultural Instructors

## 24. Program Operations – Residential Treatment Services

<b>a. Service Category (use uniform definition) – Residential Treatment Services</b>
<b>b. SSBG Goal</b> None
<b>c. Description of Services</b> None
<b>d. Description of Recipients (eligibility considerations)</b> None
<b>e. Method of Delivery and Geographic Area</b> None
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> None

## 25. Program Operations – Special Services for Persons with Developmental or Physical

<b>a. Service Category (use uniform definition) –</b> Special Services for Persons with Developmental or Physical
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> DYS works collaboratively with the CNMI Disabilities Network Partners who are comprised of various community organizations that work directly with people with disabilities. The DYS Programs case manage families with Children with Disabilities to access resources and services. DYS has a parent resource center for the dissemination of information and resources.
<b>d. Description of Recipients (eligibility considerations)</b> Children with disabilities Adults with disabilities
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> CNMI Public School System (Special Educations Program), Northern Marianas Protection & Advocacy Systems, Inc., Center for Living Independently, Office of Vocational Rehabilitation, Developmental Disabilities Council, Northern Marianas College-University Center for Excellence in Developmental Disabilities, Child Development Assistance Center
<b>g. Subgrantee / Service Providers</b> 1. Children's Program Workers (Saipan, Tinian and Rota) 2. DYS Personnel (Saipan, Tinian and Rota)

**26. Program Operations – Special Services for Youth Involved in or at Risk of Involvement with Criminal Activity**

<p><b>a. Service Category (use uniform definition) –</b> Special Services for Youth Involved in or at Risk of Involvement with Criminal Activity</p>
<p><b>b. SSBG Goal</b></p> <ul style="list-style-type: none"> <li>*Economic Self-Support</li> <li>* Self Sufficiency</li> <li>* Protective Services</li> <li>* Preventing or reducing inappropriate institutional care</li> <li>* Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions</li> </ul>
<p><b>c. Description of Services</b></p> <p>Services include:</p> <p>General/Intensive Supervision, Curfew monitoring, Drug &amp; Alcohol Treatment/Testing, Risk Needs Assessment (RNA), Community Services ,Vocational classes through Northern Marianas Trades Institute, Incentive Programs (including Juvenile Detention Canteen), Counseling, Evidence-based Youth Programs, Diversion Program, Public School System Student Attendance Review Committee</p>
<p><b>d. Description of Recipients (eligibility considerations)</b></p> <ol style="list-style-type: none"> <li>1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients)</li> <li>2. Clients of Juvenile Probation</li> <li>3. Program participants of the Family &amp; Youth Enhancement Program</li> <li>4. At-risk Youth</li> <li>5. Community in general</li> </ol>
<p><b>e. Method of Delivery and Geographic Area</b></p> <p>Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)</p>
<p><b>f. Partnering State Agency</b></p> <p>Court, Attorney General's Office, Public Defender's Office, Department of Public Safety, CNMI Public School System, Northern Marianas College, Northern Marianas Trades Institute, Criminal Justice Planning Agency, Office of Vocational Rehabilitation, CNMI Department of Labor (WIOA), Department of Corrections, Commonwealth Health Care Corporation, Northern Marianas Housing Corporation, Chamber of Commerce, Department of Commerce / Alcohol Beverage Tobacco Control</p>
<p><b>g. Subgrantee / Service Providers</b></p> <ol style="list-style-type: none"> <li>1. Youth Empowerment Solutions</li> <li>2. DYS Personnel (Saipan, Tinian and Rota)</li> <li>3. Online Testing Solutions</li> </ol>

## 27. Program Operations – Substance Abuse Services

<b>a. Service Category (use uniform definition) – Substance Abuse Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Preventing or reducing inappropriate institutional care * Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions
<b>c. Description of Services</b> Services are offered through contractual procurement of licensed counselors and therapist to deliver assessment and treatment plan for clients, inclusive of drug testing. MATRIX(Substance Abuse Prevention), BOTVIN (Life Skills Sessions) Aggression Replacement Training are provided by DYS Personnel. Interagency linkages are also made with the Community Guidance Center Substance Abuse Treatment & Recovery Clinic, Wellness Clinic, System of Care and Healthy Transitions, Youth Empowerment Solutions (YES
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> 1. CHCC Substance Use Prevention Program and Blue Ribbon Initiative Consortium 2. CNMI Public School System
<b>g. Subgrantee / Service Providers</b> 1. Youth Empowerment Solutions (YES Program) Saipan, MP 96950 2. DYS Personnel (Saipan, Tinian and Rota)



## 28. Program Operations – Transportation Services

<b>a. Service Category (use uniform definition) – Transportation Services</b>
<b>b. SSBG Goal</b> *Economic Self-Support * Self Sufficiency * Protective Services
<b>c. Description of Services</b> Transportation provided by DYS personnel for clients and their families to access services (DYS Vehicles); Transportation procured with the Commonwealth Office on Transit Authority for clients and their families to access services (only means of public transportation in the CNMI); Travel cost for clients and staff chaperone to access services; Inter-Island travel cost for personnel to conduct intervention and prevention activities, including public hearings; Travel cost for personnel trainings.
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program 4. Community in general
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> 1. CNMI Office of Transport Authority 2. Children's Program Workers 3. DYS Personnel (Saipan, Tinian and Rota)

## 29. Program Operations – Other Services

<b>a. Service Category (use uniform definition) – Other Services</b>
<b>b. SSBG Goal</b>
<b>c. Description of Services</b> 1. School Supplies 2. Clothing and footwear 3. Program Incentives 4. School Uniforms/Graduation Gowns (Required)
<b>d. Description of Recipients (eligibility considerations)</b> 1. Clients of Child Protective Services (including Foster/Kinship and Emergency Shelter clients) 2. Clients of Juvenile Probation 3. Program participants of the Family & Youth Enhancement Program
<b>e. Method of Delivery and Geographic Area</b> Saipan (zip code: 96950), Tinian (zip code: 96951) and Rota DYS (zip code: 96952)
<b>f. Partnering State Agency</b> None
<b>g. Subgrantee / Service Providers</b> 1. Private Vendors

## **V. Appendices**

### **Appendix A: Documentation of Public Hearing**

*Attach documentation of public hearing, such as public hearing notices, websites, electronic correspondence, letters, newspaper articles, etc.*

### **Appendix B: Certifications**

*Attach signed copies of the following certifications*

1. Drug-Free Workplace Requirements
2. Environmental Tobacco Smoke
3. Lobbying
4. Debarment, Suspension and Other Responsibility Matters

### **Appendix C: Proof of Audit**

Federal regulations state that: "Each State shall, not less often than every two years, audit its expenditures from amounts received (or transferred for use) under this title...Within 30 days following the completion of each audit, the State shall submit a copy of that audit to the legislature of the State and to the Secretary." (Sec. 2006 [42 U.S.C. 1397a, Sec. 2006]).

*Provide a copy or link to the most recent audit, or a description of the audit that specifies when the audit occurred and summarizes the results of the audit.*

### **Appendix D: SF 424M**

*Scanned copy must be uploaded with application*

### **Appendix E: Federal Financial Report (FFR) For SF-425 Federal Financial Reporting (FFR) Form SF-425**

*Scanned copy must be uploaded with the Intended Use Plan*

### **Appendix F: TANF ACF-196R form**

*Scanned copy must be uploaded with the Intended Use Plan*